

Subject: Overview of Metrics Documents / Processes.

**Carrier-to-Carrier Guidelines (C2C):**

C2C Guidelines are detailed Commission approved business rules that list information needed to 1) understand the monthly C2C reports produced by Verizon and 2) replicate Verizon results.

**Metrics Business Rules (MBR):**

Verizon is making available to CLECs a more in-depth level of business rules that support the existing C2C guidelines. This document is called "MBR" (Metrics Business Rules). The MBR document further details the C2C guidelines. Items such as metric guideline definitions, report dimensions data inputs and outputs and metric formulas are included. The MBR document is intended only as a resource document in understanding the C2C guidelines and their metrics calculations. The C2C is the official Commission approved guideline.

**Metrics Change Control (MCC) Notification Process:**

The "Metrics Change Control Process" is the process used by Verizon to manage, track and build an audit trail for all changes to Wholesale Metrics. Change Controls are issued to implement new or revised metrics based on Commission order, clarifications of existing guidelines, and for changes to systems or processes that are metric affecting. Verizon communicates changes in Wholesale Metrics calculations and processes to (CLECs) and state regulatory commissions via the MCC process. Verizon will communicate changes to metrics processes as well as clarifications of business rules and guidelines that reinforce existing metrics calculations except when the change relates to one CLEC and that CLEC has signed an agreement that the information will not be divulged to other CLECs. These changes will only be communicated to the affected CLEC. The MCC process will ensure that CLECs retain the ability to validate Verizon's Wholesale Metrics, and analyze their own data. In addition The MCC process provides assurance that the Wholesale Metrics results, reported by Verizon, adhere to Carrier to Carrier Guidelines. Metrics Change Control Record (MCCR) notifications will be provided electronically to CLECs who receive CLEC-specific Carrier-to Carrier Reports.